



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Chris Steele • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Mark Simon

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY**

Wednesday July 1, 2015

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by Vice-President Pease

Pledge of Allegiance – Led by Director Leete

Roll Call – All present with the exception of President Steele

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Crime Prevention Specialist Fontenot – Provided the law enforcement report for the month of June. There was discussion between the Crime Prevention Specialist Fontenot and the Board.

2. CHP Report – None

3. East Contra Costa Fire Protection District Report – None

4. Supervisor Mary Piepho, District III Report

Alicia Nuchols – Field Representative - Provided an update of several projects surrounding Discovery Bay.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – General Manager Howard provided an update

4. Special Districts Report** – No Report

****These meetings are held Quarterly**

E. PRESENTATIONS

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting for June 17, 2015

2. Approve Register of District Invoices

3. Annual Conference of the California Special District Association

4. Adoption of Resolution No. 2015-09 of the Governing Body of the Town of Discovery Bay Community Services District for the Election of Directors to the Special District Risk Management Authority Board of Directors

5. Annual Assessment for the Ravenswood Improvement District – DB Lighting and Landscape Zone 9 for the Fiscal Year 2015-2016, Accept Engineer's Report and Adopt Resolution No. 2015-12

Motion by: Director Simon to approve the Consent Calendar

Second by: Director Leete

Vote: Motion Carried – AYES: 4 – Vice-President Pease, Director Graves, Director Leete, Director Simon; NOES: 0; ABSENT: 1 – President Steele

G. PUBLIC HEARING to Consider the Following

1. Proposal to Amend Ordinance No. 25 Pertaining to Emergency Drought Regulations

General Manager Howard – Provided the details of item G-1.

Legal Counsel Attebery – Motion will be to Introduce Ordinance No. 25 and waive the first reading of the amendment of to the Ordinance. There was discussion between the Board and the General Manager.

Motion by: Director Leete to Introduce Ordinance No. 25 and waive the first reading of the amendment to the Ordinance

Second by: Director Simon

Vote: Motion Carried – AYES: 4 – Vice-President Pease, Director Graves, Director Leete, Director Simon; NOES: 0; ABSENT: 1 – President Steele

H. BUSINESS AND ACTION ITEMS

1. Authorize Water Rate Study with Bartle Wells Associates in an amount not to exceed \$25,000.00

General Manager Howard – Provided the details of item H-1. There was discussion between the Board and the General Manager.

Bartle Wells Associates – Provided additional details of item H-1. There was one Public Comment Speaker.

Motion by: Director Simon to approve contract with Bartle Wells Associates to conduct the necessary Water Rate Studies (5 year) in an amount not to exceed \$25,000.00 and authorize the General Manager to execute all contract documents.

Second by: Director Leete

Vote: Motion Carried – AYES: 4 – Vice-President Pease, Director Graves, Director Leete, Director Simon; NOES: 0; ABSENT: 1 – President Steele

2. Authorize Wastewater Rate Study with Bartle Wells Associates in an amount not to exceed \$15,000.00

General Manager Howard – Provided the details of item H-2. There was discussion between the Board and the General Manager.

Bartle Wells Associates – Provided additional details of item H-2.

Motion by: Director Leete to approve contract with Bartle Wells Associates to conduct the necessary Wastewater Rate Study (5 years) in an amount not to exceed \$15,000.00 and authorize the General Manager to execute all contract documents

Second by: Director Simon

Vote: Motion Carried – AYES: 4 – Vice-President Pease, Director Graves, Director Leete, Director Simon; NOES: 0; ABSENT: 1 – President Steele

I. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

General Manager Howard – Provided the details for the Filter Project (reclaimed water)

J. PRESIDENT REPORT AND DIRECTORS' COMMENTS

None

K. MANAGER'S REPORT – Discussion and Possible Action

None

L. GENERAL MANAGER'S REPORT – Discussion and Possible Action

General Manager Howard – Stated that the offices will be closed on Friday, July 3, 2015 in observance of the 4th of July. Well No. 7 will be turned on July 7, 2015 – 8:00 p.m. PG& E has sent the notice to the residents in the area that the power will be off for the residents.

M. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Attebery – Introduced Legal Counsel associate, Kurtis Keller.

N. SUB-COMMITTEE UPDATES – Discussion and Possible Action

1. Finance – None
2. Communications – None
3. Parks and Recreation – Vice-President Pease provided an update
4. Water and Wastewater – Director Graves provided an update
5. Waterways – None

O. CORRESPONDENCE – Discussion and Possible Action

P. PUBLIC RECORD REQUESTS RECEIVED

Q. FUTURE AGENDA ITEMS

R. ADJOURNMENT

The meeting adjourned at 7:44 p.m. to the next regular meeting dated July 15, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 07-06-15

<http://www.todb.ca.gov/content/agenda-and-minutes/>